



State of Maine Board of Corrections

State House Station #111
Augusta, ME 04333-0111
BOC@maine.gov



MEMBERS:

Neale Duffett*
Tom Brown
Irving Faunce
Martha Freeman
George Jabar
Tim King
Martin Magnusson
Scott Story
* Chair of the Board

DEVELOPMENT PROGRAM MANAGER:

Kate Snyder

EXECUTIVE ASSOCIATES:

Kelene Barrows
April Fortier

CORRECTIONS WORKING GROUP:

Sheriff Todd Brackett*
Denise Lord*
Karla Black
Bob Devlin
Sheriff Mark Dion
Scott Ferguson
Ralph Nichols
Michael LeVert
Malory Shaughnessy
Stephen Stanley
*Co-Chairs

FOCUS GROUPS:

Budget
Education
Inventory of Needs
Information Technology
Medical
Mental Health/Substance
Abuse
Pharmacy
Pretrial/Diversion/Alternative
Transportation
Victim Services

October 30, 2009

To: Commissioner, Department of Corrections
All County Commissioners
All Sheriffs

Subject: BOC Mission and Structure

As One Maine One System enters its second year facing very serious financial challenges, it is important to remember that the BOC was created as a policy authority, not an operational authority. The BOC was not designed, nor is it qualified, to supervise the day-to-day operation of correctional facilities. We appreciate your continued excellent management and operation of your facilities, allowing the BOC to devote its time and energy on other issues, especially securing money from the General Fund.

The BOC recognizes that it needs to improve its own internal structure and lines of communication in order to:

- achieve our mission to design, guide and invest strategically in the development of a unified state and county corrections system;
- achieve our goals to reduce recidivism, increase pretrial diversion and post conviction release, reduce the rate of use of incarceration, achieve efficiencies and reduce the rate of growth in the cost of corrections; and
- engage you in the Board's decisional and policy development process.

Therefore, the BOC has employed Kate Snyder as our Development Program Manager (DPM). Ms. Snyder is a graduate of the Muskie School and comes to us with experience in policy development and analysis, and project management. She joins us in time to join us on several site visits in November.

Ms. Snyder will be responsible for the drafting and eventual implementation of internal policies and procedures to enhance the performance of the BOC. She will act as the primary Point of Contact for the BOC in order to improve Board communications and responsiveness. As appropriate, she will attend and help coordinate BOC, Corrections Working Group and Focus Group meetings, and she will develop consistent contact with One Maine One System correctional facilities.

Commissioner, Department of Corrections
All County Commissioners
All Sheriffs
October 30, 2009
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The Point of Contact for all BOC related written and oral correspondence is now:

Board of Corrections
State House Station #111
Augusta, ME 04333-0111

Telephone: 592-3135
Fax: 287-4370

Email: BOC@maine.gov

Thank you for making One Maine One System a reality.

Sincerely,



Neale A. Duffet
Chairman, Board of Corrections

NAD/acf